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SAN FRANCISCO MEDICAL MANAGED CARE LOCAL INITIATIVE PROGRAM COMMITTEE

AGENDA

January 20, 1994

4-7:00 PM

St. Mary's Hospital

450 Stanyan

al Staff Conference Room, Lobby Level

San Francisco, CA



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REFERENCE BOOK

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of Minutes from
of Agenda

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ering Committee Selection Report

ection of Committee Chairperson(s)

Steering Committee Representatives

on by Cynthia Haines and Cheryl Body of Arthur
& Co.

n Transition Period Activities in San Francisco

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5:45

BREAK

6:00

- VII Work Group Meetings
- A. Designate convener of each group
 - B. Review work group charge and materials
 - C. Create work plans

SAN FRANCISCO MEDICAL MANAGED CARE
LOCAL INITIATIVE PROGRAM COMMITTEE

AGENDA

January 20, 1994

4-7:00 PM

St. Mary's Hospital
450 Stanyan

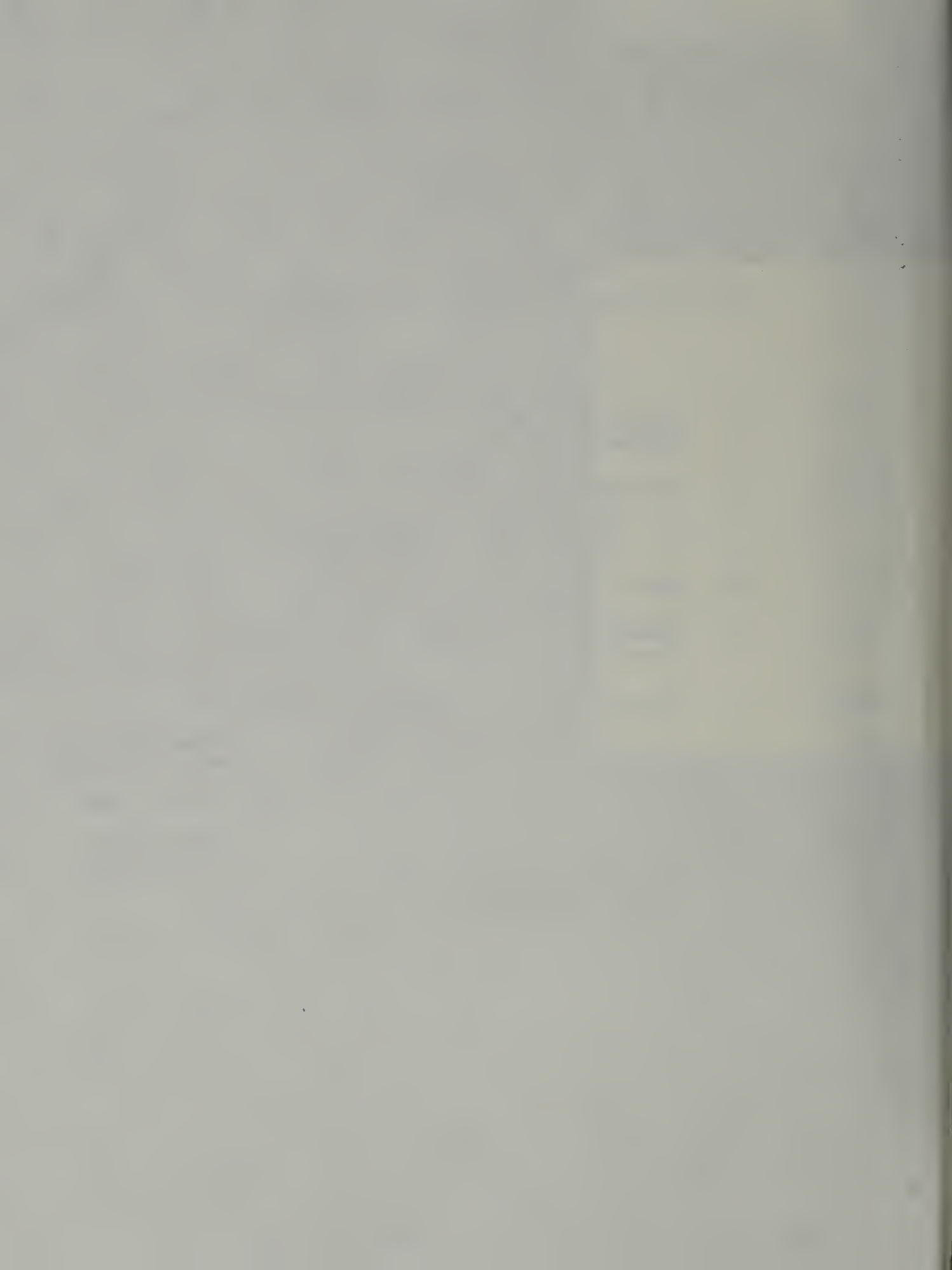
Board and Medical Staff Conference Room, Lobby Level
San Francisco, CA

- 4:00 I. Approval of Minutes from
Approval of Agenda
- 4:15 II. Committee Administration
A. Steering Committee Selection Report
B. Selection of Committee Chairperson(s)
- 4:30 III. Report of Steering Committee Representatives
- 4:50 IV. Presentation by Cynthia Haines and Cheryl Body of Arthur
Anderson & Co.
- 5:20 V. Update on Transition Period Activities in San Francisco
- 5:35 VI. Public Comments
- 5:45 BREAK
- 6:00 VII. Work Group Meetings
A. Designate convener of each group
B. Review work group charge and materials
C. Create work plans

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San Francisco Medi-Cal Managed Care Initiative
Program Advisory Committee

May 19, 1994

Minutes

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Members Present: Anita DeFranz, Shotsy Faust, Marcia Gibbs, Daniel Chan, Paul Chan, Ashby Jones, Marty Low, Kate O'Malley, Linda Bien, Alicia Boccellari, Steve Fields, Wendy Goldberg, Marilyn Baker Venturini, and Nancy Brundy, Ken Mills.

Visitor(s) Present: Martha Smith, Carol Wilkins

Staff Present: Lynn Altizer, Janie Tyre

I. Alicia Boccellari convened the meeting and reviewed the agenda.

II. Janie Tyre provided an update on the progress of the State Statute, AB 2755. The bill will be heard in Assembly Ways and Means Committee on May 25. The San Francisco portion of the bill contains "generic" language at this stage; the actual specific language which sets out the details of the governing structure will not be placed in the bill until it is heard in the Senate.

Some objections have been made against the bill; CMA, and CAHHS have raised questions which are being addressed.

III. Staff distributed a draft letter to DHS containing the combined comments of the three work groups who met on May 5. Many changes and corrections were made to clarify the issues that had previously been identified.

IV. Kate O'Malley reviewed the list of program elements that the committee compiled at the May 5 meeting and asked members to add additional elements that may have occurred to them in the interval between meetings.

Kate then facilitated a continued discussion of program elements. The following elements were added in the ensuing discussion.

1. Modify case management structure so that it is "specific to special needs of target group," for early identification and referral.
2. Develop "outlier" strategy (define outlier) to track and help determine rate setting, improve management, analyze outlier distribution.
3. Identify, monitor, and adjust "case mix" distribution between/among L.I. providers and between L.I. and the local HMO. Develop strategy to spread risk or higher payment.
4. Establish strong data collection to reliable data, and analysis; must also develop an appropriate MIS.

Program Advisory Committee (continued)
May 19 Meeting Minutes

V. In response to a question from staff regarding the scheduling of future meetings, the committee adopted the following meeting schedule:

Meeting Dates

June 16, 1994

July 21, 1994

August 18, 1994

September 15, 1994

October 20, 1994

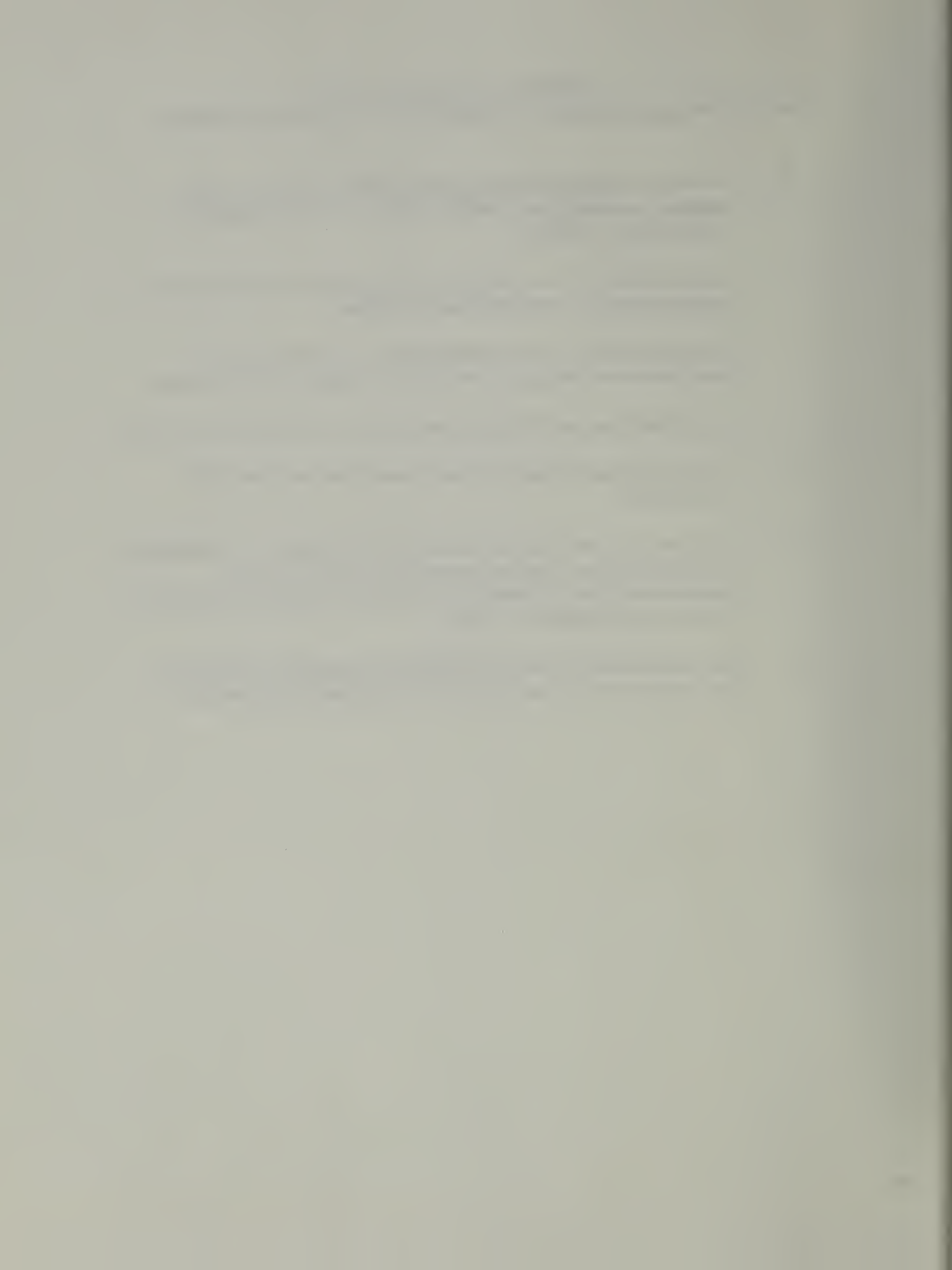
November 17, 1994

December 15, 1994

The June and July meetings will be held at St Mary's Hospital.

Program Advisory Committee
Proposed Program Elements for Health Plan — from May 5 Meeting

- 1). Develop a trigger mechanism to identify individuals with complex psychological/medical issues. Develop central case management systems.
- 2). Create incentive based programs that allow providers to retain funds derived for cost effective operations.
- 3). Educate providers and beneficiaries and involve them in development of managed care delivery system, rate setting etc.
- 4). Be prepared to handle sicker people than the mainstream HMO.
- 5). Develop/expand/fund/reward prevention services in the community.
- 6). Build on the strengths of current local providers — multilingual and multicultural. Explore contract for services with mainstream HMO in there areas: trauma, substance abuse, HIV services, psychological services.
- 7). Plan should bear some responsibility for ensuring that safety new providers can manage under capitation/managed care.



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SAN FRANCISCO MEDICAL MANAGED CARE
LOCAL INITIATIVE PROGRAM COMMITTEE

/// A G E N D A

June 16, 1994

4-7:00 PM

St. Mary's Hospital

450 Stanyan

Board and Medical Staff Conference Room, Lobby Level
San Francisco, CA

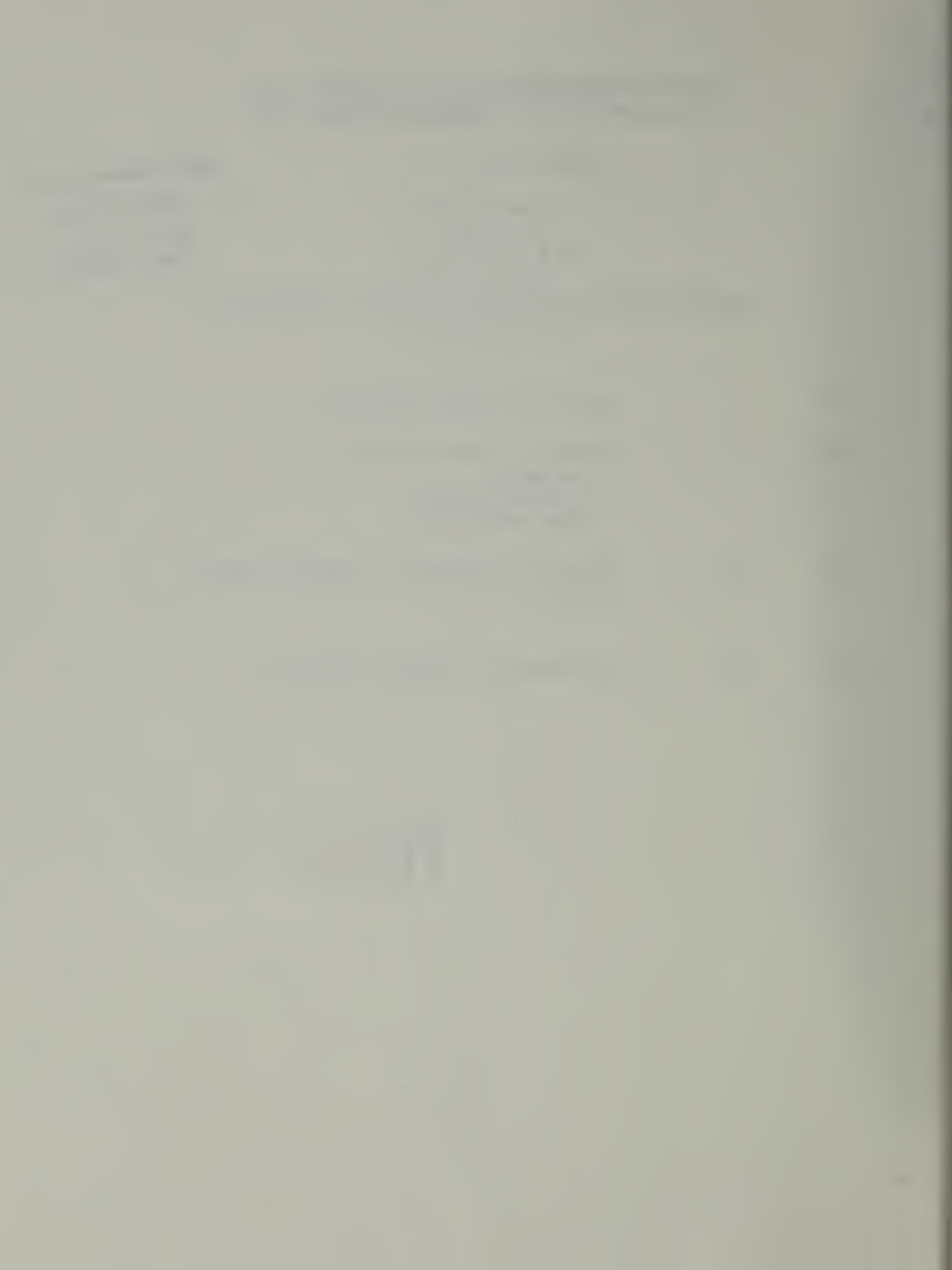
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| 4:00 | I. | Approval of Agenda/Minutes |
| 4:15 | II. | Steering Committee Update <ul style="list-style-type: none">• Legislative• Financing/Budget• HMO Affiliation |
| 5:00 | III. | Discussion and Review of Essential Program Elements |
| 6:00 | IV. | Presentation — Thomas G. Moore Jr. |

PLEASE POST



1994
**SAN FRANCISCO MEDICAL MANAGED CARE LOCAL INITIATIVE
PROGRAM ADVISORY COMMITTEE**

A G E N D A

August 18, 1994

4-7:00 PM

St. Mary's Hospital
450 Stanyan

Board and Medical Staff Conference Room, Lobby Level
San Francisco, CA

PLEASE
POST

- 4:00 I. Approve Agenda/Minutes from July 21 Meeting
- 4:15 II. Report from Steering Committee Representatives for
Meetings of August 3 and August 17
- 4:45 III. Discussion and Analysis of Essential Program Elements
- 5:45 IV. Other
- 6:00 V. Public Comments

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THE SF MEDICAL MANAGED CARE INITIATIVE OFFICE HAS MOVED.

**The New Address is:
825 VAN NESS AVENUE, SUITE 602
SAN FRANCISCO, CA 94109**

**TEL: 415/775-7515
FAX: 415/202-7690**

October 10, 1994

To: Program Committee Members and Interested Parties
From: Lynn Altizer, Initiative Staff
Re: Suspension of Program Committee Meetings

Please carefully review the enclosed minutes from the recent Program Advisory Committee meeting. The Committee decided to suspend its meetings until the Local Initiative Steering Committee's formal governance structure is in place, and a clearer directive can be developed for the Program Committee. We anticipate this suspension will be in effect for 2-3 months.

Please call the Local Initiative staff at 775-7515 if you have questions regarding this decision.

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San Francisco Medi-Cal Managed Care Initiative
Program Advisory Committee
September 15, 1994
Minutes

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Members Present: Marilyn Baker Venturini, Paul Chan, Wendy Goldberg, Ann Williamson, Dr. Ashby Jones, Steve Feilds, Ken Mills, Ann Williamson, Martha Smith, Marcia Gibbs, Daniel Chan, Dennis Collins.

Visitor(s) Present: Tash Foti.

Staff Present: Lynn Altizer.

I. Approval of Agenda/Minutes

The agenda and minutes were approved.

II. Program Committee Review.

Steve Fields introduced the meeting with a discussion of the activities of the Program Committee and a review of its relationship to the Steering Committee. He indicated that he felt there was a sense of frustration on the part of some Program Cmte members regarding the lack of a clear mandate from the Steering Committee. Steve asked the Committee if it wanted to consider a temporary suspension of its meeting schedule to allow the Steering Committee to complete all its governance

its governance activities. With governance issues behind it, the Steering Committee would be in a position to deal with issues of direct interest to the Program Committee, including the development of the provider network.

Several members of the Program Committee agreed with Steve that they felt frustrated that so many months had elapsed without more guidance from the Steering Committee regarding the true purpose of the Program Committee. A couple of members wondered if suspending the meeting schedule would result in a severe loss of interest in the Committee when it re-convenes at a later time. Steve responded that he wondered if significant damage had not already been done to the members' willingness to participate as they struggled to understand their role within the Initiative.

Initiative staff indicated that regular updates of Steering Committee work and decisions could be sent to Program Committee members during a suspension to keep them informed on key developments.

In response to Steve's request for a show of consensus on the issue of suspending meetings for 2-3 months, Committee members unanimously agreed to a suspension. Steve pledged to the members that he would not re-convene the meetings until he felt a clear directive had been articulated by the Steering Committee.

The Committee decided to hear only one other item on its agenda, item V., the Report on the Beneficiary Bill of Rights. Shotsy Faust reported that she, Anita DeFranz, and Russ Braun had not been able to meet to discuss the document. Shotsy did meet with staff to review the document and she was preparing a report to the Beneficiary Committee. Shotsy indicated that her report would complement the Beneficiary Committee on the work that had been done on the Bill of Rights. It would also reflect her feeling that their document was not a traditional patient bill of rights in that it did not articulate a sense of what the mission of the health plan was with respect to patient care. She felt the document was too procedural for a patient bill of rights and should be re-drafted.

The Program Committee accepted Shotsy's report and thanked her for her effort.

The meeting was adjourned.

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SAN FRANCISCO MEDICAL MANAGED CARE LOCAL INITIATIVE
PROGRAM ADVISORY COMMITTEE

AGENDA

September 22, 1994

4-7:00 PM

St. Mary's Hospital

450 Stanyan

Board and Medical Staff Conference Room, Lobby Level

San Francisco, CA

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| 4:00 | I. | Approve Agenda/Minutes ¹ from August 18 Meeting |
| 4:15 | II. | Program Committee Review |
| 4:45 | III. | Completion of Essential Program Elements |
| 5:45 | IV. | Report from Steering Committee Representatives |
| 6:00 | V. | Report on Beneficiary Bill of Rights |
| 6:20 | VI. | Public Comment |

Important Meeting Memo

September 14, 1994

To: Program Advisory Committee Members

From: Lynn Altizer, Initiative Staff

Re: Meeting on September 22, 1994

I would like to ask you to make a special effort to attend the upcoming Program Advisory Committee meeting. The first item on the agenda will be a discussion of the role of the Committee over the next 2-3 months, and a proposal will be made to suspend meetings until the Steering Committee has made some critical decisions, especially related to the planning of the provider network. Steve Fields will lead a discussion on the work that the Steering Committee is engaged in, and will discuss the impact that work has on the role of the Program Committee.

I would like to have the participation of the entire Program Committee for this important discussion.

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**SAN FRANCISCO MEDICAL MANAGED CARE LOCAL INITIATIVE
PROGRAM ADVISORY COMMITTEE**

A G E N D A

February 28, 1995

4-6:30 PM

San Francisco Medical Society
1409 Sutter St. (between Franklin and Gough)
San Francisco, CA

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| 4:00 | I. | Approve Agenda |
| 4:15 | II. | Review Provider Application |
| 5:15 | III. | Review Proposal to Restructure Program Committee |
| 6:00 | IV. | Consideration of the Beneficiary Advisory Committee
Request to Adopt its Bill of Rights |
| 6:15 | V. | Public Comment |

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*All meetings are open to the public and are wheelchair accessible.
Call 775-7515 to receive additional information.*

SAN FRANCISCO MEDI-CAL MANAGED CARE INITIATIVE

825 Van Ness Avenue, Suite 602, San Francisco, CA 94109

415/775-7515; 415/202-7690 (fax)

To: Program Committee Members

From: Steve Fields and Wendy Goldberg, Co-Chairs

Re: Program Committee Meeting on Tuesday, February 28

We are writing to notify you regarding the next meeting of the Program Committee. A proposed agenda is attached to this memo. Our apologies for the short notice of this meeting; the timing has, in part, been determined by the Steering Committee's work on the development of the Local Initiative's provider network.

As you can see from reviewing the proposed agenda, there are three items for consideration. Item II concerns the creation of the Local Initiative's provider network. During the past several weeks a Provider Network Sub-Committee of the Steering Committee has been meeting to organize the process for selecting the Local Initiative's provider network. At the February 28th meeting you will be asked to review the Local Initiative portion of the provider application. The draft document will be faxed to you on Wednesday or Thursday of this week to give you some time to review it prior to the meeting. Should you be unable to attend the meeting, please fax and or call the Local Initiative office with your comments by 12:00 Noon on Wednesday, March 1. We will report all comments to the Steering Committee at its 6:00 PM meeting.

Item III on the agenda concerns the proposed restructuring plan for the Program Committee. The proposal is based on what we project to be the on-going operational needs of the Local Initiative.

Lastly, Item IV on the agenda is a request from the Beneficiary Advisory Committee to adopt the Bill of Rights document it developed. The Beneficiary Advisory Committee intends to seek Steering Committee adoption of this document and wants to gain Program Committee support prior to its presentation to the Steering Committee. A copy of the Bill of Rights will be mailed to you tomorrow.

Please note that the February 28th meeting will be at the San Francisco Medical Society, 1409 Sutter Street. We will meet in the ground level conference room which is accessed at the side entrance of the building.

Kindly call the Local Initiative office at 775-7515 to let the staff know if you plan to attend the February 28th meeting.

